

**CHICAGO EXECUTIVE AIRPORT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
THURSDAY, JULY 20, 2016
1020 S PLANT ROAD
WHEELING, IL 60090
6:00 PM**

I. Call to Order and Roll Call

Chairman Tourtelot called the meeting to order at 6:00 p.m. Roll call confirmed the following present: Directors Cloud, Katz, Kearns, Kolssak, Lang and Kiefer.

Absent: Directors: None

Also in Attendance: Jamie Abbott – Executive Director
 Scott Campbell – Chief Financial Officer
 Jennifer Pfeifer- Recording Secretary
 Tom Lester – Airport Attorney

II. Pledge of Allegiance

Chairman Tourtelot led those in attendance in the Pledge of Allegiance.

III. Approval of Minutes

A motion was made by Director Katz and seconded by Director Kolssak to approve the minutes from the June 9, 2016 Regular meeting. The motion was approved by a roll call vote. Ayes: Directors Cloud, Katz, Kearns, Kolssak, Lang and Kiefer. Nays: None. Absent: None

A motion was made by Director Katz and seconded by Director Cloud to approve the minutes from the June 9, 2016 Joint Workshop meeting. The motion was approved by a roll call vote. Ayes: Directors Cloud, Katz, Kearns, Kolssak, Lang and Kiefer. Nays: None. Absent: None

IV. Changes to the Agenda

There was no change to the agenda.

V. Public Comments

Henry Fiorentini introduced himself as a Southwest T-hangar tenant, Secretary of Chicago Executive Pilots Association (CEPA) and one of the authors of the Analysis of Municipal Self-Serve Aviation Fuel report. He spoke about his recent meeting with Al Palicki at Signature Flight Support PWK regarding an agreement with CEPA members to purchase fuel at an agreed upon price. He is in favor of accepting this agreement.

Arthur Gunn then spoke and said that Al Palicki's offer is a start but not what he wants. He reported that there are 190 signatures on an online petition and read a few comments from pilots across the country that were posted. He specified that he wants the option to pump his own gas in order to save money.

Roger Faden, a PWK tenant for over 10 years then spoke about how the airport is well run and he would like to see it thrive. He commented about business jets versus privately owned piston aircraft and the fact that GA is decreasing based upon lower sales of Avgas, vacancies in the tie down areas, the lack of GA services and a restaurant at PWK. He cited the example of EAA AirVenture in Oshkosh shows that GA is not dead.

Steve Neff commented that the weekends with the runway closed his neighborhood is very quiet. He believes that pilots should have a self-serve option at PWK. He mentioned the next Noise Committee Meeting on September 27th. He recommended that a noise monitor be purchased by the airport and asked that noise study results will be made available to the public when completed.

Steve Whitney, an Area 2 tenant, stated that prices at PWK are high compared to other area airports, it is a safety issue for pilots to leave PWK with less than full tanks in order to purchase cheaper fuel elsewhere, and the long term health of the airport could be affected by the lack of support from a GA community.

Phil Mader mentioned that airport noise in the mornings continues to be his concern.

Keith Miller who lives 2.5 miles from PWK and has been a tenant at PWK for 15 years stated that piston aircraft who are based at PWK go elsewhere for fuel. He would prefer to take off with full tanks.

Madeline Monaco spoke about how GA enhances the airport by training new pilots, among other things. She said that certain segments of aviation do not want to use FBO services. She wants a separate source of fuel for GA pilots and believes that many tenants left because of high fuel prices. She stated that municipal owned and operated self-serve fuel would be profitable and welcoming to GA.

Robert Sherman then spoke about the 310 departure procedure. He stated that the noise exposure map needs to be update and requested that the 310 departure not be submitted to the FAA until the update is complete.

VI. Hearing and Reports

A) Treasurer's Report

Director Kearns reported that the numbers this month are normal. Fuel sales are up from June to June. For the month, 100LL sales are slightly lower and make up 3.2% of fuel sales; Jet A sales are slightly lower and make up 96.8% of fuel sales. Operations are up. Customs are down slightly. Revenue is over budget. Administrative and maintenance expenses are under budget. There was increase in net income for the month.

B) Executive Director's Report.

Executive Director, Jamie Abbott, reported on the following:

- ➔ The Collings Foundation will be at PWK the full week of August 1-5.
- ➔ NBAA Conference is upcoming and the cost is within the budget.
- ➔ Next week he will depart for military training, however will be in touch via cell phone and email daily.

➔ Construction Update –

- Runway rehab is going well and the weather has been cooperative. Full airport closure weekends are coming up and this is due to the runway configuration. Hopefully the work will be completed early.
 - The East Quad apron construction is completed.
 - Area 2 pavement repairs will be addressed this year.
 - Annual airfield remarking will be done by the end of September. New aerial photos will be taken when completed.
 - Welcome signage will be discussed later in the meeting.
- ➔ Met with FAA on a new clearance procedure for vehicles to cross multiple runways consecutively.
- ➔ New LED ramp lights have been installed at the Northeast T-hangars.
- ➔ NEM Update – A consultant has been selected and will be working with the FAA on the scope of services and cost of the project. We are waiting for the State’s response. There should be a contract for the NEM update at the next meeting.
- ➔ 310 Departure – Is working with the FAA on the procedure. There is concern that the construction will affect the study data

Director Cloud asked for a July 3rd event recap. Jamie said he met with the Village. The event was incident free, there were no accidents and there was no damage to the field.

Director Katz asked if Buffalo Grove Town Center is stated as a landmark on the 310 departure procedure. Jamie replied no and that he has been working with the Buffalo Grove Village Manager on the topic. A discussion between Director Katz, Jamie and Rob Mark about approach aircraft altitudes and departure aircraft departures followed.

C) CommAvia Report

- Rob Mark reported that it was a busy month of events with the 5K and fireworks and that there was positive news coverage of all. Rob thanked Mike Haupt for the photos he took of the events.
- He spoke about noise issues and the 310 departure procedure. He noted that he has not had any noise complaints from Buffalo Grove.
- Facebook and Twitter – Rob reported there has been lots of great social media play due to the TV coverage of events. There have also been several inquiries about potential filming opportunities.
- The Young Eagles program was mentioned by Lou Wopotnik and Rob spoke in further detail about it.

D) Board Members Comments

- Director Cloud no comments.
- Director Kolssak commented on safety versus fuel price and noise versus an increase in piston aircraft traffic. He also stated to the public that the board of directors takes all issues seriously and works hard to fix problems for them.
- Director Kearns agreed with the comments from Director Kolssak. He shared that he attended the CEPA pancake breakfast and welcomes piston aircraft. He spoke about the self-fueling issue and the July 3rd event. He would like a formal policy written about the NBAA event.
- Director Kiefer said that in regards to the self-fueling issue he wants to hear both sides and make a logical decision.
- Director Katz made positive comments about the July 3rd event, the number of people in attendance and the effect on the community. He questioned the self-serve fuel issue and what can be done to make the prices at PWK more competitive.
- Director Lang spoke about the July 3rd event and the fact that Governor Rauner and other Illinois politicians made appearances.

E) Correspondence and Chairman's Comments

- There was no correspondence.
- Chairman Tourtelot said that he visits PWK several times per week. He listens to people on a variety of issues and would like to be kept aware of events at the airport to attend.

VII. Discussion

- A. Welcome Signage – Two proposals were received for a sign at the corner of Milwaukee Avenue and Palatine Road. Jamie Abbott recommends Greenburg Farrow and requests that the Board of Directors authorize him to proceed with obtaining quotes on different designs and options.

Director Cloud asked why Greenburg Farrow was chosen. Jamie discussed the criteria, the budget and project timing.

Director Kiefer asked if IDOT had any plans to work on that intersection and that it would be important to know how it might affect a new sign.

VIII. Consent Agenda

- A. Resolution 16-026 - A Resolution Authorizing the Payment of Claims;

A motion to approve was made by Director Lang and seconded by Director Cloud. The motion was approved by roll call vote. Ayes: Directors Kolssak, Katz, Kearns, Cloud, Lang and Kiefer. Nays: None. Absent: None.

Director Kearns questioned Snow Hotel charges. Scott will provide details before payment is sent.

IX. Old Business

A. Resolution 16-025 – Resolution 16-025 – A Resolution Authorizing the Executive Director to Sign an Installation and Service Agreement with Tyco Integrated Security:

A motion was made by Director Kolssak and seconded by Director Lang to remove the resolution from the table and vote. The motion was disproved by roll call vote. Ayes: None. Nays: Directors Lang, Cloud, Kolssak, Kearns, Kiefer, and Katz. Absent: None.

B. Discussion of a Self-Serve Avgas Facility.

Director Lang questioned if a Self-Serve Avgas Facility can be allowed based on the minimum standards required. Attorney Tom Lester gave a recap of the minimum standards and possible repercussions from FBOs and the FAA. Director Lang concluded that the fuel price at PWK is high, however there is a workable solution offered by the FBOs and, therefore, he does not support a Self-Serve Avgas facility.

Director Katz recalled that in the past Signature Flight Support won a RFP for self-serve fueling. He spoke about other possible options.

Director Kiefer said the goal is to make everyone win. Based upon the attorney's comments he does not support a self-serve fuel facility.

Director Kiefer presented Resolution 16-033 A Resolution Declining to Install a Self-Serve Avgas Facility at Chicago Executive Airport.

A motion to approve was made by Director Kiefer and seconded by Director Kearns. The motion was approved by roll call vote. Ayes: Directors Kolssak, Kearns, Cloud, Lang and Kiefer. Nays: None. Present: Director Katz. Absent: None.

Director Kearns then spoke of the proposed offer from Signature Flight Support to CEPA.

Chairman Tourtelot shared some comments about how he encouraged the FBO's and CEPA to try to work something out. He believes the airport should not get involved in selling fuel.

Director Cloud encouraged pilots to work with the FBO's.

X. New Business

A. Resolution 16-027 – A Resolution Approving the Sale of Surplus Personal Property;

A motion to approve was made by Director Kolssak and seconded by Director Kearns. The motion was approved by roll call vote. Ayes: Directors Kearns, Lang, Kolssak, Kiefer, Katz and Cloud. Nays: None. Absent: None.

B. Resolution 16-028 – A Resolution Authorizing the Executive Director to Sign an Installation and Service Agreement with Sentry Security;

A motion to approve was made by Director Kolssak and seconded by Director Cloud. The motion was approved by roll call vote. Ayes: Directors Katz, Kearns, Kiefer, Lang, Cloud and Kolssak. Nays: None. Absent: None.

Director Kolssak made a suggestion in regards to the purchase of a radio unit instead of leasing it.

C. Resolution 16-029 – A Resolution Approving the Purchase of a New 2017 Ford T-350 15 Passenger Van;

A motion to approve was made by Director Kolssak and seconded by Director Lang. The motion was approved by roll call vote. Ayes: Directors Kolssak, Katz, Kearns, Cloud, Lang and Kiefer. Nays: None. Absent: None.

D. Resolution 16-030 – A Resolution Approving the Purchase of a New Oshkosh Snow Broom;

A motion to approve was made by Director Lang and seconded by Director Cloud. The motion was approved by roll call vote. Ayes: Directors Katz, Cloud, Kolssak, Kiefer, Kearns, and Lang. Nays: None. Absent: None.

E. Resolution 16-031 – A Resolution Approving an Award of a Contract to Preform Traffic Control for 2016 Airfield Remarkings;

A motion to approve was made by Director Kolssak and seconded by Director Lang. The motion was approved by roll call vote. Ayes: Directors Kolssak, Katz, Cloud, Kiefer, Lang and Kearns. Nays: None. Absent: None.

F. Resolution 16-032 – A Resolution Approving the Selection of the Firm of Crawford, Murphy & Tilly, Inc. to be the Consulting Engineers for Chicago Executive Airport;

A motion to approve was made by Director Kolssak and seconded by Director Kiefer. The motion was approved by roll call vote. Ayes: Directors Kiefer, Cloud, Katz, Kearns, Kolssak, and Lang. Nays: None. Absent: None.

Jamie Abbott stated that two firms were considered and CMT was the final choice due to the RFQ they provided.

XI. Executive Session

There was no Executive Session.

XII. Action Taken from Executive Session, if required

There was no action taken.

XIII. Adjournment

A motion was made by Director Kolssak and seconded by Director Cloud to adjourn the meeting. The motion was unanimously approved by a voice vote. The meeting was adjourned at 7:46 p.m.

Respectfully submitted,



Neal Katz
Secretary